

**LEETSDALE BOROUGH COUNCIL** met in Regular Session at 7:00 PM on Thursday, February 8, 2024 in Council Chambers.

Council President Napolitano called the meeting to order and announced the meeting was being recorded.

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

**PRESENT:** Council President M. Napolitano; Councilors A. Awad, B. Frederick, P. Lee, R. Nanni and S. Zahner

**EXCUSED:** Councilor B. Carroll, arrived at 7:01 PM

**ALSO PRESENT:** Mayor S. Ford; D. Conlon, Esq., Tucker Arensberg Attorneys; D. Slagle, P.E., Nichols & Sagle Engineering, Inc.; Chief D. Raible; Douglas Ford, Street Commissioner; Wesley James, Fire Chief; Junior Councilors R. Fowler and R. James

### **REPORTS RECEIVED**

**MINUTES:** January Regular Session

**TREASURER'S:** December

### **LIST OF BILLS**

**MOTION BY** Mr. Nanni to accept the January Regular Session Minutes, second by Mr. Frederick  
**MOTION CARRIES**

**MOTION BY** Mr. Zahner to accept the December Treasurer's Report and the January Tax Collector's Report, second by Ms. Lee  
**MOTION CARRIES**

**MOTION BY** Mr. Frederick to pay the list of bills, second by Mr. Zahner  
**MOTION CARRIES**

Council and Mayor Ford discussed their 2024 Strategy Plans at the last meeting

### **AUDIENCE ADDRESSING COUNCIL ON AGENDA ITEMS**

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Senator Davlin Robinson provided an update

### **SOLICITOR**

**D. Conlon, Esq.**

- Reviewed and provided comment/changes for the three proposed Zoning Ordinances
- Update on the Right-To-Know Appeal that was reviewed by the Office of Open Records and the final decision was ruled in the Borough's favor

### **ENGINEER**

**D. Slagle, P.E.**

- Mr. Slagle reviewed the monthly report
- Discussed the \$228,000.00 boat launch grant that was awarded to the borough. This money is to be used for the launch repair. Confirmed the ownership of the property in question. Council discussed utilizing the DCNR Grant for funding to install public restrooms at the launch location.

### **MAYOR'S REPORT**

**Sandra J. Ford**

- Mayor Ford thanked the Public Works Department for their hard work last month for delivery day, the employees removed snow, picked up trash and delivered food before the end of the day.
- Hosting Senior Pizza Luncheon on February 14<sup>th</sup> at the Highrise, being funded by Salvation Army

**FINANCE/BUDGET/TAXES****Scott Zahner, Chairperson**

- Nothing new this month

**ORGANIZATION ADMINISTRATION****Patricia Lee, Chairperson**

**MOTION BY** Ms. Carroll to send a letter of support requesting attention, funding, etc. regarding the intersection of Route 65 and River Road, second by Mr. Frederick

MOTION CARRIES

- Most likely being awarded the TreeVitalize Grant, once confirmed a planting date will be announced
- Submitted for the LGA Grant, waiting for a reply

**PUBLIC SAFETY/POLICE****Benjamin Frederick, Chairperson**

- Chief Raible reviewed the Police Department's monthly report

**MOTION BY** Mr. Frederick to approve Chief Raible attendance to the PCPA Annual Conference in Erie, July 21 - 24, 2024, not to exceed \$1,200.00, second by Ms. Lee

MOTION CARRIES

**PUBLIC SAFETY/FIRE****Roger Nanni, Chairperson**

- Chief Wesley James reviewed the Fire Department's monthly report

**MOTION BY** Mr. Nanni to table the motion to support the DCED Fire Department Study until next month so additional information can be provided to council

- Council agreed the additional information will need to be reviewed at the March Workshop and then a motion can be considered if needed at the March Regular Session Meeting

**STREET DEPARTMENT/BOROUGH PROPERTY****Osman Awad, Chairperson**

**MOTION BY** Mr. Awad to approve the purchase of a laptop not to exceed \$500.00 for Doug Ford, second by Mr. Frederick

Question on the Motion by Ms. Lee, what brand is being considered? Council was advised that the laptop would be used for email and that an HP is being considered

**MOTION BY** Mr. Awad to accept the contact with Mr. John to place a port-a-john at the boat launch with a recurring monthly cost of \$223.00 from May 1, 2024 until October 1, 2024, second by Mr. Nanni

MOTION CARRIES

**MOTION BY** Mr. Awad to ratify the COSTAR purchase of a new 2024 F-550 Plow/Salt Spreader in the amount of \$11,435.00, second by Mr. Zahner

MOTION CARRIES

**MOTION BY** Mr. Awad to accept the Gaming Economic Development and Tourism Fund Grant in the amount of \$228,000.00 to replace the existing deteriorated and hazardous Leetsdale Boat Launch Ramp, second by Mr. Frederick

Question on the Motion, council confirmed that the Borough would be responsible for a 10% match

MOTION CARRIES

- Mr. Awad confirmed that the Public Works Employees patched Route 65 potholes due to the pothole being a public safety issue and several vehicles got flats from the holes.
- Mr. Awad advised that the Public Works Department will be installing the Henle Park cameras in the coming weeks

**PARKS, RECREATION AND COMMUNITY****Scott Zahner, Chairperson**

- The 4<sup>th</sup> of July Committee will be hosting soup fundraisers in March and April
- Installed new basketball nets at Kohlmeyer Park
- The basketball poles and hoops have been installed at Henle Park

**PLANNING/ZONING & CODE ENFORCEMENT****Maria Napolitano, Chairperson**

- Council received the Building Inspections and Code Enforcement Monthly Report

**MOTION BY** Mr. Zahner to accept the resignation from Ben Frederick for the Planning Commission with a term ending 2027, second by Mr. Nanni  
**MOTION CARRIES**

**MOTION BY** Mr. Frederick to appoint James DeGori to the Planning Commission, with a term ending 2028, second by Mr. Nanni  
**MOTION CARRIES**

**MOTION BY** Ms. Carroll to appoint William Jasper to the Planning Commission, with a term ending 2027, second by Mr. Frederick  
**MOTION CARRIES**

**MOTION BY** Ms. Carroll to refer the Solicitor's comments and suggested changes to the draft Zoning Ordinance to the Planning Commission for review, second by Ms. Lee  
**MOTION Withdrawn by Ms. Carroll**

**MOTION BY** Ms. Carroll to refer the Solicitor's comments and suggested changes to the draft Zoning Ordinance to the Planning Commission and resend to DCED for review, second by Ms. Lee  
**MOTION CARRIES**

**MOTION BY** Mr. Nanni for the solicitor to review the draft Knox Box Ordinance, second by Mr. Frederick  
**MOTION CARRIES**

- Council discussed a possible ordinance amendment for engine brake retarders being used along Route 65 and the ordinance being enforced by the police, it was confirmed that a road study would need to be completed to make an ordinance change. Mayor Ford suggested that the signs be removed along Route 65 and it was confirmed that the signs are PennDOT owned.

**MOTION BY** Ms. Lee to appoint QVCOG ZTA as a zoning officer as per ordinance, and hire them for this position, effective March 2024, second by Mr. Awad  
**MOTION was withdrawn by Ms. Lee and tabled until next month**

- Council discussed a motion to hire Harshman Group/ extend contract with BIU as a building inspector, effective March 2024 next month and will reconsider this motion next month
- Council was advised that the contract for Code Enforcement services with BIU will expire in November 2024

**SPECIAL PROJECTS**

- **Henle Park updates**  
Working Group: M. Napolitano, B. Carrol, O. Awad
- **Washington St Alternate Exit**  
Working Group: B. Carroll, O. Awad, Mayor Ford, W. James; M. Napolitano – auxiliary support

- **Blight Remediation**

Working Group: M. Napolitano, B. Carroll, O. Awad; finalize group with auxiliary members

- PSAB Junior Councilor R. Fowler provided an update on the Kohlmeyer Park Project and this year's goals

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**OTHER BUSINESS**

- One vacancy on the Zoning Hearing Board, Alternate, term ending 2023
- Two vacancies on the Parks & Rec Board, terms ending 2024

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**CORRESPONDENCE**

- Received the QVCOG Monthly Report from Patrick Conners, Executive Director

**MOTION BY** Mr. Frederick to authorize M. Napolitano to attend 2024 PSAB Annual Conference in Hershey PA, second by Mr. Awad

MOTION CARRIES

**MOTION BY** Mr. Zahner to appoint M. Napolitano as a voting delegate at the 2024 PSAB Annual Conference, second by Mr. Frederick

MOTION CARRIES

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**AUDIENCE ADDRESSING COUNCIL**

**James DeGori, Washington Street**, confirmed that Monroe Way would be the main access for residents during the Washington Street Realignment Project

**Jim Gilbert, 3 Main Street**, discussed landslide insurance, code enforcement officer tagging vehicles on properties and thanked Mr. Slagle for acknowledging the aging sewers

**Wesley James, Broad Street**, stated that the borough had grant funds and couldn't get all resident's signatures for the drainage to be installed on the Beaver Street hillside

**Kim Reed, 397 Beaver Street**, confirmed that a 6-foot, solid fence in the rear yard is allowed

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**ADJOURNMENT**

**MOTION BY** Mr. Frederick to adjourn at 8:36 P.M., second by Ms. Lee

MOTION CARRIES

Respectfully submitted,

*Jennifer Simek*



Jennifer Simek  
Borough Secretary/Treasurer